



Ron Sparks
Commissioner

State of Alabama
Department of Agriculture and Industries
1445 Federal Drive
Montgomery, Al 36107-1123



Mailing Address:
Post Office Box 3336
Montgomery, Al 36109-0336

RE: Requirements for Registration of Service Personnel

To Whom it May Concern:

Be aware that all entities or individuals installing/repairing/testing/calibrating commercial measuring devices within the State of Alabama are required to be registered as a Serviceman with the State. The fee for registering as a Serviceman in the State of Alabama is \$100.00 per year per person. If you have previously registered as a Serviceman with the State of Alabama and you are more than 30 days and less than one year beyond the expiration date of your certificate, a 15% penalty (\$15.00) is added to the fee. For a Serviceman application, call (334) 240-7133. Servicemen who live outside the State of Alabama must also send a copy of annual registration from the state in which they reside.

Servicemen must use certified equipment that has been calibrated within 12 months by the Alabama Weights and Measures Laboratory or another State laboratory with NIST certification. If the equipment is calibrated by another State laboratory, a copy of the equipment's test report /certificate must be sent with the Serviceman application. Serviceman applications will not be processed if there is no known certified equipment. For equipment calibration call (334) 240-7135.

Your registration card is not transferable nor can it be used by any other person. If it is lost, you must submit in writing a request, signed by the registrant and notarized, for a new card. If the registrant changes his address during the year, he/she must also notify the Division within one month.

It must be impressed upon you that the Commissioner of Agriculture and Industries is bestowing upon you the privilege of removing State condemnation seals; therefore, we urge you to give this privilege the greatest of respect.

Note **There will no longer be renewal letters sent to each individual. It is your responsibility to make sure your certification is renewed annually.**

We look forward to working with all of you on this program.

Sincerely,

Randy Fulmer, Director
Heavy Weights and Measures